

Minutes of Membership/BOD Meeting of August 10, 2010

The Membership/BOD of the Senior Needs Committee of Wells and Ogunquit met on August 10, 2010 at the WOCAM facility.

The meeting was called to order at 4:05PM.

BOD present at Membership Meeting: Joseph Allara, Ron Allen, Valerie Brown, George Hersom, June Messier, Christine Tremblay, Paul Weiner,

BOD absent at Membership Meeting: Kathy Chase, John Graves, Karl Ekstedt---Wells BOS Liaison, Michael Score---OGT BOS Liaison

Office Manager Suzi Franklin was not present.

Office Staff: Sheena Allara, Doris Hanlon and Marie Hastie were present.

There were approx. 10 members present.

**Secretary's Report**

July 13<sup>th</sup> minutes were presented. Minutes moved, seconded & approved

**Treasurer's Report**

July 13<sup>th</sup> minutes were presented & discussed. We are in a better profit situation so far this year than last year. Minutes moved, seconded & approved

**Office Manager's Report**

**Membership**

We currently have 424 renewals. We are pro-rating the costs of membership for those who joined during the year so that their memberships are due June 30, 2011 just like other members. We have 273 members who have not yet renewed for a total potential membership of 697. We will be starting call people who have not renewed.

**Rentals**

We now have 15 rentals for 2010 and two pending for 9/10 and 10/16. The report is attached. The reserved dates are as follows: 3/13, 3/28, 4/17, 5/1, 5/9, 6/6, 6/13, 6/19, 6/27, 7/10, 8/7, 8/19, 8/22, 8/27, and 10/10. Staff coverage has been decided for all rental dates.

**August 100 Club** – Drawing will be on Friday, August 20, 2010. If you haven't paid for tickets yet, please do.

**Big Win Tickets are available now.** Don't be left out! Buy your favorite number now! \$50 each or buy 4 and get the 5<sup>th</sup> one free.

**Generator and Installation**

We are still collecting money for the generator fund because the actual cost of the generator and installation still need to be covered before we can start installation. We will need to install a cement pad for the generator, hire a crane, and hook it up to both electricity and gas.

**Computers**

Bob Bussiere is still offering free computer instruction on alternating Thursdays and is quick to respond to member requests for information. Because of that, he will be doing a special class on Skype on Thursday, August 19, 2010. Skype is a visual/sound communication system that works with your computer. The installation is inexpensive and makes these special computer calls free thereafter, no matter where in the world your connection goes. For those of us who have family and friends at a distance seeing and talking to them regularly for free is a dream come true if you cannot be with them in person. Thanks Bob!!!!

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**Office Manager's Report--cont****Funding**

The Mass Mailing Campaign Crew continues to meet to prepare for a mass mailing for this fall and next spring. The Crew consists of: Kathy Chase-advisor, Dick Eaton, Ellen Aromando, Jill Moroney, Phyllis Cusimano, Wini Mason, Gail Trust and Suzi. Each member took on specific responsibilities. Some of them may be asking you for help as well. I hope you will volunteer when the time comes. So far we have gathered tax roll information from both Wells and Ogunquit by Wini Mason and Kathy Chase. Wells came as a data base and Ogunquit listings are being added to that database by Suzi as time permits. Spreadsheets have been created for tracking expenses and donations. Phyllis Cusimano has procured a printer for materials. Several people have committed to help with the actual mailing preparation. Dick Eaton is gathering a committee to write thank you notes to donors. Ellen Aromando, Jill Moroney and several others are asking folks to volunteer to help with the mailings.

**As You Like It**

As You Like It now has 102 people taking advantage of the program.

**Pancakes**

July's totals were 432 people served and an income of \$2160. Congratulations Pancake Volunteers! Report attached.

**Yard Sale/ Bake Sale**

Our Yard Sale earned \$614.50 and our Bake Sale earned \$120.00. Thank you to everyone who contributed and helped to make this happen!

**Activities Report**

All trips show a profit. Some coordination will be addressed on certain trips. Various fundraisers are contributing income to the Center.

**New Business**

- i. Pancake Breakfast—120.
- ii. Bingo—income & attendance is less than last year. The average attendance this year is 49 people per week. Last year it was 62 people per week.
- iii. The next meeting will be October 12, 2010, owing to conflicts.
- iv. Comments from the floor
  - Compliments to June on the Anniversary celebration.
  - Thanks to activities staff on the overnight trip. It was the 1<sup>st</sup> one & it worked out very nice.
- v. New schedule for Membership/BOD meetings; possibly cancelling meetings in January, February, March. BOD meetings can be held on an as need basis.

**Unfinished Business**

- i. Bottle/Can recycle—George—income to date is \$1656.+. This is being done by Lorraine Moulton & George Hersom.
- ii. Generator search—Bob Robinson—we have found a good used generator. Total cost will be about \$18,000--\$19,000 for all the work needed to install the generator—electric, gas, concrete pad, etc. The total cost is still quite a bit less than if we had to purchase a new generator.
- iii. Mass Mailing status—tabled
- iv. Bank of America Grant—Days of Warming—no info from Bank of America until Sept. 16. Some of the monies might be able to be used for the generator.
- v. TV coverage—Kathy is handling this item & will probably be attending the BOD meeting with more information.
- vi. Membership/non membership payments for exercise classes
  - Staff will put together information on classes & how it done now & suggestions on how handle it in the future.

**End Membership Meeting**

Meeting adjourned at 4:47PM.

Short break held.

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**Commence BOD Meeting**

Meeting commenced at 5:00PM

BOD present:: Joseph Allara, Ron Allen, Valerie Brown, Kathy Chase, George Hersom, June Messier, Christine Tremblay, Paul Weiner,

BOD absent: John Graves, Karl Ekstedt---Wells BOS Liaison, Michael Score—OGT BOS Liaison

**New Business**

- i. Update on purchase of land at rear for extra parking.—Kathy informed us that we are still waiting on the Engineer's report.
- ii. Review accounting procedures to clarify reports.—Ron & the accountant have been updating the items/location (buckets) for breakdown of income & expenses.
- iii. Endowment fund. The fund should be at least \$50,000.  
Kathy gave us the background on this fund.  
Discussion held on what endowment is used for & when & where to fund it.  
The monies could be used for the future as needed.  
Motion made to allocate 5% of net income from fundraisers into the Endowment Fund & 5% into a Capital Improvement Fund starting with 2010. Seconded & approved.  
For 2009, we will allocate 10% of the net income from fundraisers into the Endowment Fund.
- iv. USDA mortgage.  
Discussion held on bank account required by USDA to cover our mortgage payments for 1 year.  
Therefore we should have \$16,000. in this account We have approx. \$7,000. in the account at the present time.
- v. Review rental Policy. Contact telephone numbers should be included in the rental policy.  
Renters will furnish the Center a letter from their insurance company with coverage for serving alcoholic beverages at the Center unless they have a bartender with an alcoholic license.
- vi. Change to a quarterly membership meeting to replace monthly schedule. BOD meetings will be held as necessary.  
This will be further discussed at the October meeting.
- vii. Placemat ad campaign will be chaired by Paul Weiner with help from various members of the Board.
- viii. Motion made to authorize the Building & Grounds committee the purchase of a used generator for \$9500.  
Seconded & approved unanimously.

BOD Meeting adjourned at 6:36PM

Respectfully submitted  
Paul C. Weiner, Secretary